

DCI/ICS 87-4456

23 December 1987

MEMORANDUM FOR:

Director of Security

FROM:

Lieutenant General Edward J. Heinz, USAF
Director, Intelligence Community Staff

SUBJECT:

Support for Congressionally Directed Study of Intelligence
Personnel Systems

1. The Intelligence Authorization Act for Fiscal Year 1988 requires the DCI to contract with the National Academy of Public Administration (NAPA) to perform a classified study of personnel management and compensation systems within the Intelligence Community. This memorandum provides background information and asks for your assistance with security aspects of the study.
(U)

2. The NAPA study is to be completed by 20 January 1989, with interim reporting dates of 1 May and 1 August 1988. Its preparation will be coordinated by the Intelligence Community Staff, with participation by appropriate elements of the Community (CIA, NSA, DIA, State, FBI, and the military services). CIA will act as the contracting office and a member of the IC Staff will serve as the Contracting Officer's Technical Representative. (U)

3. The NAPA study team will require access to classified information in order to complete the study. Informal liaison with the Academy indicates the effort will be guided by a panel of five to seven NAPA appointees (distinguished executives and public administrators), who will receive periodic reports on the study. Members of this group will sign the final report as NAPA's representatives. Day-to-day work will be conducted by a team of about 10-15 part-time analysts, supervised by a NAPA senior staff member.
(U)

4. We expect that the final report will be classified Confidential or Secret. Much of the study's work can be done at this level, but at least a subset of NAPA analysts (four to five) will require access to SCI. Additionally, depending on logistics and workspace arrangements, it is

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probable that the working-level NAPA analysts will require CIA staff-like access (plans are to give the team workspace in a CIA building--the NAPA building does not appear capable of supporting classified work). (U)

5. The completion date for the study and the fact that it must be classified are specified by statute. The timeline is tight and we hope to have NAPA under contract by 1 February 1988. If the study is to be successful, your assistance is needed to ensure that proper security procedures are applied expeditiously to clearance and certification questions. We expect to have names and other data on NAPA participants in hand shortly. Please identify a point of contact to work with ICS officers on the necessary processing and security review. (U)

6. If you have any questions on security issues connected to the study, please contact [redacted] Chief of Security, Intelligence Community Staff, [redacted]. Questions on the overall study may be directed to [redacted], Director of the Planning and Policy Office, Intelligence Community Staff, [redacted]

[redacted]
Edward J. Heinz
Lieutenant General, USAF

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